



## FREE HELP TO FIND WORK

Are you struggling to find work? Need to learn new IT skills?

Is the world of computers and software a worry to you?

Do you need better IT skills to apply for jobs?

Graft Thames Valley is running FREE online workshops that can help

Microsoft Software

Professional emails

**Excel spreadsheets** 

Job searching on Indeed and LinkedIn

Cyber-security and GDPR

CV work shop

Intro to Power point presentations

Online Interview skills



Contact us to sign up

Places are limited so please apply now by
emailing sophie@graft.org.uk or by calling 01183 805 950

This FREE training programme commences on 21st March and includes 2 half-day workshops (Monday & Wednesday mornings), finishing on 11th May - with a 2 week break over Easter.

If you are a complete beginner or unable to engage online, please call us - we can support a limited number of learners in our onsite training suite in central Reading.

NOCN accredited.

Thank you to our Funders















